

CAREER EDUCATION

Medical and Health Occupations Fairfield-Suisun Adult School in Collaboration with Boston Reed College

PHARMACY TECHNICIAN

Fairfield-Suisun Adult School, in collaboration with Boston Reed College, is offering a 27-week Pharmacy Technician Training Program. The Pharmacy Technician assists the pharmacist with packaging or mixing a prescription, maintaining client records, referring clients to the pharmacist for counseling, assisting with inventory control and purchasing, as well as collecting payment and coordinating billing.

Classroom: 182 hours
Externship: 120 hours
Program fee: \$2695 – includes books, consumable supplies, externship and course completion certificate.
Saturdays 9:00am – 4:30pm
9/11/10 - 5/14/11 RM 14 0670501
No Class 11/13, 11/27, 12/25, 1/1, 1/15, 2/12, 2/19, 4/2, 4/23

CLINICAL MEDICAL ASSISTANT

Fairfield-Suisun Adult School, in collaboration with Boston Reed College, is offering a 20-week Clinical Medical Assistant Training Program. The Clinical Medical Assistant works in the back office and assists the physician with procedures, cares for patients, performs simple laboratory tests and administers medications. Dual language instruction for Spanish speakers may also be available.

Classroom: 134 hours
Externship: 160 hours
Program fee: \$2695 – includes books, consumable supplies, externship and course completion certificate.
Saturdays 9:00am – 4:30pm
9/11/10 - 3/12/11 RM KA 0670401
No Class 11/13, 11/27, 12/25, 1/1, 1/15, 2/12, 2/19

ADMINISTRATIVE MEDICAL ASSISTANT

Fairfield-Suisun Adult School, in collaboration with Boston Reed College, is offering Administrative Medical Assistant Training Program. This program combines theory and practical instruction over 17-weeks. Topics are covered through a combination of lecture and practical skill training. Course instruction includes: Telephone and computer skills, appointment scheduling, medical record handling, filing and billing, insurance coding, transcription and general office etiquette.



Classroom: 96 hours
Program fee: \$1995 – includes books, consumable supplies, and course completion certificate.
Saturdays 9:00am – 3:30pm
9/11/10 - 2/5/11 RM 13 0670601

Register now for free session!

CAREERS IN HEALTH CARE INFORMATION SESSION

Fairfield-Suisun Adult School and Boston Reed College classes include:

Certified Nursing Assistant (CNA), Administrative Medical Assistant, Pharmacy Technician, Home Health Aide, Clinical Medical Assistant

August 24, 2010 6:00-8:00 pm Library 0669108

May 11, 2011 6:00-8:00 pm Library 0669110

Call 707-421-4155 for more information



REGISTRATION FOR ADMINISTRATIVE MEDICAL ASSISTANT, CLINICAL MEDICAL ASSISTANT & PHARMACY TECHNICIAN TRAINING PROGRAMS

A collaboration between Fairfield-Suisun Adult School and
Boston Reed College

Pre-registration with Boston Reed College is required.

For information about the next class or to register, call
1-800-201-1141, option 0 or visit www.BostonReedCollege.com

Payment plan and Financial Assistance through
TFC Credit Corporation or Sallie Mae is available. Call for more information.

Prices are subject to change

Regular Office Hours M-Th: 8:00 am-8:00 pm; Fri: 8:00 am-3:00 pm; (707) 421-4155

CAREER EDUCATION

CERTIFIED NURSING ASSISTANT (for State Certification)

This well-recognized & successful 250-hour course teaches basic nursing care including comprehensive classroom instruction and supervised training in local health care facilities. This course is approved by the California Department of Health Services. Register early, space is limited due to high demand. \$300 total fee includes \$90 textbook.*

Mon-Fri 8:00 am – 1:00 pm RM KA 0670102
Clinical: 7:30 am – 12:30 pm

REGISTRATION PROCESS

PARTICIPANT MUST COMPLETE BOTH STEPS

1) Registration is on-going. First-come, first-serve basis. Limited space available due to extensive wait lists. \$210* due at time of registration. \$72 of fee is **non-refundable**.

2) To complete registration process, participant must attend **Mandatory Orientation (allow 3 hours)**.

Orientation includes assessment, book payment of \$90 and fingerprinting at the Adult School. **On the day of Orientation, do not wash hands or use hand lotions. Bring social security number and a photo ID with your current name.**

*Additional costs for uniform, name badge, stethoscope, physical exam and State test fee. Students must demonstrate English language proficiency to be accepted into the class.

Orientation Date:

Thurs, Oct 7, 12:30 pm, RM KA 0699150
Winter Class Dates: Jan 3–March 23 0670104

Orientation Date:

Thurs, Feb 24, 12:30 pm, RM KA 0699152
Spring Class Dates April 11–June 28 0670106

Orientation Date:

Thurs, May 26, 12:30 pm, RM KA 0669154
Fall 2011 Class Start Dates: TBD

Health Occupations Voice Mail:
399—4665



Regular Office Hours M-Th: 8:00 am-8:00 pm; Fri: 8:00 am-3:00 pm; (707) 421-4155

CAREER DEVELOPMENT

The classes on pages 7–10 will help you improve your job skills, enhance your skills to make you more valuable to your employer or provide you with personal learning experiences. Remember, **We're Here for You!** Let us know if you would like us to add courses that we are not presently offering in order to meet your needs. E-mail us at: fsadultschool@fsusd.k12.ca.us.

HOME HEALTH AIDE

This course prepares currently certified CNAs for additional certification as a Home Health Aide by the State of California. 60 hours of instruction. 26 CEUs

Wilson Mon-Fri RM KA Fee: \$50
11/8-12/7 8:30am - 12:30pm 0670304

CONTINUING EDUCATION UNITS (CEUs)



Each session qualifies for 4 CEUs.

Wilson	\$25 per class		
Wednesday	5:00-9:00 pm		RM KA
MULTIPLE SCLEROSIS	Sep15		0670201
STROKE	Oct13		0670203
WORKING WITH THE CARE TEAM	Nov 17		0670205
HEARING PROBLEMS	Dec 15		0670207
STAYING IN BALANCE-PREVENTING BURNOUT	Jan 12		0670209
LIPIDS, ETC.	Feb 9		0670211
HORMONES & GLANDS	Mar 9		0670213
DEATH & DYING	Apr 13		0670215
TEETH & MOUTH	May 11		0670217

CPR/FIRST AID

IMPORTANT FOR CPR CLASSES: Must be able to read English sufficiently to understand textbook and skillbook. Fee includes American Red Cross card for those passing competencies. Students must be in good physical shape to kneel on the floor for training.

Students will not be admitted late. To prepare for class, students need to read pages 1–16 of the CPR booklet before class starts. CPR booklets will be given to students when registering at the Adult School main office.

ADULT CPR / FIRST AID



Course covers First Aid and Adult CPR essentials.

Murray

Tue/Thurs	FEE: \$40		RM KA
8/17 & 8/19	5:30-8:30/ 5:30-7:30 pm		092002
9/28 & 9/30	5:30-8:30/ 5:30-7:30 pm		092004
1/11 & 1/13	5:30-8:30/ 5:30-7:30 pm		092006
3/1 & 3/3	5:30-8:30/ 5:30-7:30 pm		092008

ADULT, CHILD, INFANT CPR



American Red Cross certified instructor will cover CPR essentials. Satisfies requirements for completion of teaching credential and other professional needs.

Murray

Tue/Thurs	FEE: \$40		RM KA
10/19 & 10/21	5:30-8:30 pm		092010
2/1 & 2/3	5:30-8:30 pm		092012